

REGULAR CITY COUNCIL MEETING  
OCTOBER 26, 1998

PRESENT

R. Dale Roper  
Wesley Bloomfield  
Gayle Bunker  
Robert Dekker  
Glen Swalberg

Mayor  
Council Member  
Council Member  
Council Member  
Council Member

ABSENT

Bruce Curtis  
Neil Forster  
Richard Waddingham

Council Member  
Public Works Director  
City Attorney

ALSO PRESENT

Dorothy Jeffery  
Judy Baker  
Greg Schafer  
Derin Phelps  
Kim Peterson  
Todd Holt  
Rebecca Dziuk  
Nancy Oppenheimer  
Russell Carlson  
John Carlson  
Neil Rawlinson  
Carolyn Rappleye  
Richard Rappleye  
Valerie Hill  
Derek Hill  
Tyler Shank  
Derek Zeeman  
Brian Huber  
Trent Steele  
Austin Draper  
Mark Nelson  
Jeff Steele

City Recorder  
City Treasurer  
City Employee  
Millard County Chronicle/Progress  
Peterson & Associates  
Peterson & Associates  
City Resident  
City Resident  
Scout Parent  
Scout  
City Resident  
Scout Parent  
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Scout Parent

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Mayor Roper called the meeting to order at 7:00 p.m. Dorothy Jeffery, City Recorder, acted as Secretary. Mayor Roper stated that notice of the meeting time, place, and agenda was posted at the principal office of the governing body, located at 76 North 200 West, and was provided to the Millard County Chronicle/Progress, KNAK Radio, and to each member of the City Council, by personal delivery, at least two days prior to the meeting.

Council Member Glen Swalberg offered an invocation, after which Mayor Roper led those in attendance in the Pledge of Allegiance.

### MINUTES

The minutes of a Regular City Council Meeting held on September 28, 1998 were presented for consideration and approval. Council Member Gayle Bunker MOVED to approve the minutes of the Regular City Council Meeting held September 28, 1998, as presented. The motion was SECONDED by Council Member Robert Dekker. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

### ACCOUNTS PAYABLE

The Council reviewed the accounts payable, a copy of which had been given to them two days prior to the meeting. Following review, Council Member Gayle Bunker MOVED to approve the accounts payable, in the amount of \$73,646.75. The motion was SECONDED by Council Member Glen Swalberg. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

### UNFINISHED BUSINESS

There were no items of unfinished business on the agenda.

### NEW BUSINESS

#### MAYOR R. DALE ROPER: INTERLOCAL AGREEMENT BETWEEN MILLARD COUNTY AND DELTA CITY FOR GRANT AND ANNUAL MAINTENANCE PAYMENTS ASSOCIATED WITH BOOKMOBILE AND DELTA CITY LIBRARY

Mayor Roper explained to the audience that, any time two governmental entities work together on a project, an interlocal agreement is required. Delta City owns the library and Millard County operates the Bookmobile. The Bookmobile rents space from the Delta City Library for operating their Bookmobile program. In addition, Millard County has agreed to provide \$35,000 for use in the library expansion project.

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The Millard County Commission met today and approved the Interlocal Agreement between Millard County and Delta City regarding the \$35,000 grant, for use in the Delta City Library expansion project, and the annual payment of \$600, for utilities and cleaning of Bookmobile space in the Delta City Library. The interlocal agreement states that Millard County will pay \$35,000 to Delta City prior to January 1, 1999 and the \$600 annual utility and cleaning fee will be paid by January 15<sup>th</sup> of each year, beginning January, 1999 and continue until January, 2019. At that time, Delta City and Millard County may renegotiate the use of the Bookmobile space.

The Council reviewed the agreement, after which Council Member Wesley Bloomfield MOVED to approve the Interlocal Agreement Between Delta City and Millard County, as presented. The motion was SECONDED by Council Member Glen Swalberg. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a roll call vote. The voting was as follows:

Wesley Bloomfield	Yes
Gayle Bunker	Yes
Bruce Curtis	Absent
Robert Dekker	Yes
Glen Swalberg	Yes

The motion passed, was signed by Mayor Roper, and attested to by City Recorder Dorothy Jeffery.

#### REBECCA DZIUK: DELTA ESTATES

Mrs. Dziuk stated that she represents a number of residents in the Delta Estates area who have some concerns regarding some unkempt yards and lots and several old junk cars sitting around. The residents wanted to know what could be done to improve and clean up the yards and lots.

Mayor Roper advised Mrs. Dziuk that Delta City has ordinances covering public nuisances. The normal procedure is, after the Council has been advised of a situation, the Public Works Director is sent out to inspect the property and request that the owner clean it up. If the property is not cleaned up, the City can proceed to litigation.

Mayor Roper thanked Mrs. Dziuk for coming to the Council and advised her that some action would be taken to solve the problem.

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KIM PETERSON, PETERSON & ASSOCIATES: DELTA CITY AUDIT FOR FISCAL  
YEAR 1997-1998

Mayor Roper explained to the Scouts in attendance that, every year, all governmental entities are required, by law, to have an audit done to assure that the funds paid by taxpayers are used appropriately. Peterson & Associates have done the audit for Delta City for Fiscal Year 1997-1998 and they will report the findings of their audit at this time.

Kim Peterson and Todd Holt, of Peterson & Associates, expressed their appreciation for being hired to perform the audit for Delta City. Mr. Peterson distributed a copy of the audit and management letter to each member of the City Council, the Mayor, and City Recorder. He then reviewed with the Mayor and Council the information contained in the audit, calling particular attention to the areas which are required to be included in governmental audits. Mr. Peterson indicated that Delta City compares closely to other cities of the same size with regard to percentages of expenditures in areas such as general government, public safety, public works, parks, debt service, etc.

Mr. Peterson then reviewed the Management Letter wherein they noted two areas which need improvement. Those two areas are:

- 1) Several payroll checks have been outstanding since December, 1997.
- 2) Some personnel files did not contain deduction authorization.

Mr. Peterson explained that, technically, once checks have been out six months, the checks should be remitted to the State Division of Unclaimed Property and the checks would have to be reclaimed from the State. Mr. Peterson recommended that all payroll checks be cashed in a timely manner.

Mr. Peterson explained that employee payroll deductions for 401k contributions, as well as bank savings accounts, etc., should have a signed authorization in the personnel file.

Mr. Peterson advised the Mayor and Council that both of these items have already been taken care of; the outstanding payroll checks have been cashed and signed authorizations are being obtained for personnel files.

In addition, Mr. Peterson reported on the status of the items which were reported on the previous audit; i.e., the need for adoption of a purchasing policy and increase of the fidelity bond. These items have been corrected by adoption of a purchasing policy and increasing the fidelity bond.

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Mr. Peterson stated that, in making a decision as to whether Peterson & Associates were interested in bidding on the Delta City audit, one of the items which they took into consideration was how suggestions from previous audits were handled. Their study indicated that, in every instance, items mentioned in one audit were corrected prior to the next audit being performed, which indicates a staff who are eager to correct problems and improve each year.

Following Mr. Peterson's presentation, Council Member Gayle Bunker MOVED to accept the Delta City audit for fiscal year 1997-1998. The motion was SECONDED by Council Member Wesley Bloomfield. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

Council Member Robert Dekker stated that he would like to express publicly the appreciation of the Council for the City staff and the efforts they put forth in making certain that the business of the City is performed correctly. Council Member Gayle Bunker agreed with Council Member Dekker's comments.

#### CITY RECORDER DOROTHY JEFFERY: JUDGES FOR BOND ELECTION

City Recorder Dorothy Jeffery advised the Council that the Millard County Clerk has selected the following election judges to serve at the November 3, 1998 election, which will include Delta City's special bond election for the proposed library expansion project:

Lucille Hansen  
Leslie Hare  
Anita Hahn  
Joyce Ashby  
Cindy Staples  
Ruby Vodak

Alternate: Dorothy Jeffery

Mrs. Jeffery explained that the City Council needs to review and approve these individuals as election judges for the special bond election.

Council Member Glen Swalberg MOVED to approve the election judges, as presented, for the November 3, 1998 special bond election. The motion was SECONDED by Council Member Robert Dekker. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

Mayor Roper noted that, in conjunction with the special bond election, the City Council will need to meet in a special session for the purpose of canvassing the votes. The funding meeting with the Community Impact Board (CIB) will be held on Thursday, November 5<sup>th</sup>, so the City

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Council will need to meet on Wednesday afternoon, November 4, 1998. It was determined that the City Council will hold a Special City Council Meeting on Wednesday, November 4, 1998 at 5:30 p.m. for the purpose of canvassing the votes from the special bond election.

#### OTHER BUSINESS

Mayor Roper advised the Council that he had received a telephone call from Mr. Brett Greathouse regarding renewal of the Delta City internet home page. Mayor Roper noted that, in the beginning, we agreed to a second year option, but it appears that updates are not being done, especially agendas for City meetings. Mayor Roper indicated that, in his most recent letter from Mr. Greathouse, Mr. Greathouse asked if there were a way that a City employee could be set up with a password so that the employee could go in and do the updates. Mayor Roper's feeling was that, if a City employee is going to do the updates, why not just have the City operate the home page rather than working with Mr. Greathouse.

It was the feeling of the Council that we should give Mr. Greathouse 30 days notice that we intend to terminate our agreement for the Delta City internet home page.

Council Member Glen Swalberg MOVED to instruct Mayor Roper to contact Brett Greathouse and advise him that Delta City intends to sever the contract for the internet home page effective in thirty (30) days. The motion was SECONDED by Council Member Robert Dekker. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

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Council Member Gayle Bunker asked Mayor Roper if he had met with Millard County School District regarding the property which Delta City needs for the proposed library expansion project. Mayor Roper reported that he had met with the School District to request a 37' by 87' parcel of property, which the School District owns. The School District agreed to deed the parcel to Delta City for use in the Delta City Library expansion. In exchange for the deed to the property, Mayor Roper agreed the City would clean up the property between the Delta City building and the School District office and pave the area for parking, which will benefit both Delta City and Millard School District. The School District requested that the area be paved with concrete but Mayor Roper advised them that he could not commit to concrete.

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Council Member Glen Swalberg reported that the Van's Hall roof replacement has been completed. Delta City was designated at the pass-through agent for the grant money, and the check was received today. The check will be deposited in the Delta City bank account and a check will be issued.


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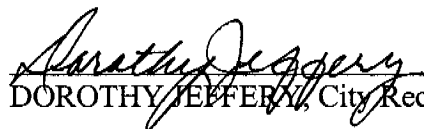
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Mayor Roper asked if there were any other comments, questions, or other items to be discussed. There being none, Council Member Robert Dekker MOVED to adjourn the meeting. The motion was SECONDED by Council Member Wesley Bloomfield. Mayor Roper asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

Mayor Roper declared the meeting adjourned at 8:20 p.m.

  
R. DALE ROPER, Mayor

  
DOROTHY JEFFERY, City Recorder

MINUTES APPROVED: RCCM 11-23-98